

# STATE OF INDIANA

DEPARTMENT OF LOCAL GOVERNMENT FINANCE  
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INDIANAPOLIS, IN 46204

August 23, 2007

## VIA U.S. MAIL

RE: County Assessor and Auditor Data Compliance

Dear President and Members of the Warren County Board of Commissioners,

Thank you for your hard work over the last month to comply with the Department of Local Government Finance's ("Department") July 20, 2007, letter. I particularly want to thank Janet K. Rolan, County Assessor and Michelle Hetrick, County Auditor for Warren County's recent data submission to the Department in response to this letter. These officials should be commended on their hard work.

Due to the volume of data submitted from numerous counties, the Department's data analysis division is still reviewing Warren County's datasets. As soon as the review of Warren County's datasets is completed, I will notify you regarding the status of each dataset. You may also check the status of Warren County's datasets by accessing the statewide data status spreadsheet, which is updated weekly, on the Department's website at <http://www.in.gov/dlgf/rates/>. In the meantime, if you have additional questions relating to data compliance, please do not hesitate to contact the Department at [data@dlgf.in.gov](mailto:data@dlgf.in.gov).

The importance of county compliance with the Department's data requests has never been more crucial. Governor Daniels and the Indiana General Assembly are conducting an in-depth analysis of the property tax system in our state. To continue this analysis, and as an important policy-making tool, obtaining full and accurate datasets from each county is crucial for the success of these efforts. The Department's July 20, 2007, letter requested the submission of the most recent datasets. The Department now requests that all counties comply with Indiana law and provide full and accurate datasets beginning with the 2002 payable 2003 year. For the on-going analysis to continue, Warren County must submit the following datasets, which according to Department records are still noncompliant, by **October 15, 2007**:

<u>DATA SET</u>	<u>OFFICIAL RESPONSIBLE</u>	<u>ORIGINAL DUE DATE</u>
2006 Sales Disclosure Data	County Assessor	March 1, 2007
2006 Real Property Data	County Assessor	October 1, 2005
2004 Personal Property Data	County Assessor	October 1, 2003
2005 Personal Property Data	County Assessor	October 1, 2004

Because this data plays such a key role in policymaking, the Department will neither review nor approve any unit's 2008 budget or pending 2008 debt issues in Warren County until compliance is achieved.

Also, if the noncompliance continues into 2008, Warren County may have its 2008 PTRC distributions withheld until all datasets are compliant.

Communication is essential to resolving any outstanding data compliance issues. We encourage you to update the Department on Warren County's current status with regard to the requested datasets. Please do not hesitate to ask any questions that you may have regarding data compliance, including requesting that a state information-technology expert assist you in submitting the data. Please contact the Department at [data@dlgf.in.gov](mailto:data@dlgf.in.gov) with questions relating to data compliance and/or to submit any information on Warren County's data compliance plan. Counties may check the status of each dataset by accessing the statewide data status spreadsheet, which is updated weekly, on the Department's website at <http://www.in.gov/dlgf/rates/>.

As a reminder, all data submissions should be directed to Diane Powers, Director, Fiscal and Management Analysis, Indiana Legislative Services Agency at [dpowers@iga.in.gov](mailto:dpowers@iga.in.gov). I appreciate your continued hard work in ensuring that Warren County becomes compliant with all data submission statutes and regulations. Working together, we can provide a fair and equitable system for all Indiana taxpayers.

Sincerely,

Cheryl A.W. Musgrave  
Commissioner

CC: General Assembly  
County Auditor  
County Assessor  
County Council Members  
IT Directors  
Tax and Assessment Vendors  
Local Taxing Units